

## GOLF COURSE SUPERINTENDENT

### PURPOSE:

Supervise others to create, maintain, and operate a golf course in a healthy, modern, and competitive state.

### FUNCTIONAL AREAS:

1. Create, maintain, and operate a golf course in a healthy, modern, and competitive state.
  - \* A. Create and maintain golf course putting greens, tees, fairways, roughs, bunkers, roads, ponds, streams, and related areas.
  - \* B. Plant and maintain trees, grasses, and ornamental plantings, including fertilizing, mowing, irrigating, spraying, trimming, and composting.
  - \* C. Inspect and treat plants and grasses for disease.
  - \* D. Implement a maintenance program for cart paths, bridges, benches, signs, dams, spillways, ponds, and creeks.
  - \* E. Supervise services provided to the golf course by contractors.
  - \* F. Build and maintain automatic irrigation systems, pumps, and drainage systems.
  - \* G. Plan and arrange the purchase and maintenance of equipment and supplies used in golf course maintenance.
  - \* H. Inventory and supervise the proper use of chemicals used in golf course maintenance, including pesticides, herbicides, and fungicides.
  - \* I. Respond to and resolve complaints made by golf course patrons.
2. Organize and direct the activities of assigned personnel.
  - \* A. Determine priorities, assign work, and coordinate schedules of assigned personnel.
  - \* B. Assist in the hiring, transfer, suspension, or discharge of assigned personnel.
  - \* C. Hire, promote, transfer, suspend, or discharge seasonal personnel.
  - \* D. Establish work standards and perform employee evaluations.
  - \* E. Monitor work sites to ensure compliance with established methods, guidelines, standards, and procedures.
  - \* F. Train personnel in correct and safe methods and procedures necessary to accomplish their assigned work.
  - \* G. Recommend adjustments or other actions in employee grievances.
  - \* H. Disseminate information to employees through bulletins and other means of communication.
  - \* I. Maintain records and MSDS relating to the chemicals used on the golf course.

### MINIMUM QUALIFICATIONS:

1. Education
  - † Completion of a two-year golf management program or equivalent.
2. Experience
  - † Two year's full-time equivalent experience in golf course management plus two year's experience in golf course maintenance.

3. Licenses

Ability to obtain and maintain a Minnesota Pesticide Applicator's License.

4. Knowledge

- † A. Extensive knowledge of turf grasses and other common golf course plants and their diseases and maintenance.
- † B. Extensive knowledge of soils and other landscape materials and their characteristics and uses.
- † C. Extensive knowledge of the equipment used in golf course maintenance and the operation and maintenance of that equipment.
- † D. Extensive knowledge of the chemicals used in golf course maintenance and their safe application.
- † E. Knowledge of landscape and golf course design.
- † F. Knowledge of the game of golf and the relation of course design and maintenance to the game.
- † G. Knowledge of automatic irrigation systems, pumps, and drainage systems and their maintenance.

5. Skills

- † A. Skill in supervising and motivating others.
- † B. Skill in maintaining turf grasses and other common golf course plants.
- † C. Skill in golf course and landscape maintenance.
- † D. Skill in maintaining irrigation and drainage systems.
- † E. Skill in personal relations with golf patrons, subordinates, and others.
- † F. Some skill in maintaining the equipment used in golf course maintenance.

6. Abilities

- † A. Ability to train others in their jobs.
- † B. Ability to lift up to 50 pounds unassisted.
- † C. Ability to move oneself about the golf course observing work and checking plants and grasses for less than optimum conditions.
- † D. Ability to diagnose causes of problems related to plants, grasses, and the equipment used in golf course maintenance.
- † E. Ability to communicate verbally and in writing.
- † F. Ability to perform budgetary math and to calculate chemical application rates.
- † G. Ability to transport oneself to, from, and around the City's golf courses and related facilities. This is usually demonstrated by possession of a valid driver's license.

\* Essential functions of the classification.

† Classification requirements necessary on the first day of employment.